



Materials Distribution Guide

Knowing what information is available to distribute among the individuals you work with is important in supporting the mission of the HCTC Program. Together – and through the distribution of relevant, accurate support materials – we aim to increase awareness of the HCTC Program, allowing a greater number of eligible individuals to *stay covered*.

Audience	Publication	Publication #	Description
Trade Act Coordinators, Rapid Response Teams & One Stop Centers	HCTC Quick Reference Card	Publication 4791	A reference for partners that provides them with the essential information to share with their clients regarding the HCTC.
	Job Aid for One Stops/Career Centers	Publication 4443	Outlines how Rapid Response teams can best ensure that potentially eligible individuals have timely information on the HCTC.
	TAA Information Guide	Publication 4815	Quick reference sheet with important HCTC information for TAA recipients.
	HCTC Brochure	Publication 4182	General overview of HCTC benefits and eligibility requirements. Please request copies if you would like to distribute the brochures.
Employers, HR Departments & Unions of Companies that have been Trade Certified	TAA Employer Fact Sheet	Publication 4817	Provides quick facts on the HCTC for TAA employers of TAA certified companies.
	HCTC General Drop-In Article	Publication 4660	Guidance for potentially eligible individuals explaining what the HCTC is, how to register, and eligibility requirements.
Employers, HR Departments & Unions of Companies that have experienced a Pension Bankruptcy	PBGC Employer Fact Sheet	Publication 4816	Provides quick facts on the HCTC for employers at companies that have experienced PBGC trusteeship.
	HCTC General Drop-In Article	Publication 4660	Guidance for potentially eligible individuals explaining what the HCTC is, how to register, and eligibility requirements.
Trade Benefit Recipients (TAA, ATAA & RTAA)	HCTC Brochure	Publication 4182	General overview of HCTC benefits and eligibility requirements. Please request copies if you would like to distribute the brochures.
	TAA Information Guide	Publication 4815	Quick reference sheet with important HCTC information for TAA recipients.
	Qualified Family Member Information Guide	Publication	Provides an overview of HCTC eligibility, the qualified family member extension, and registration process for qualified family members
	HCTC Program Kit	Publication 4181	Explains the HCTC eligibility requirements and the details of the registration process, includes the monthly program registration form.
Pension Benefit Recipients (PBGC)	HCTC Brochure	Publication 4182	General overview of HCTC benefits and eligibility requirements. Please request copies if you would like to distribute the brochures.
	PBGC Information Guide	Publication 4818	Provides an overview of HCTC eligibility, registration, and payment information for PBGC payees.
	Qualified Family Member Information Guide	Publication	Provides an overview of HCTC eligibility, the qualified family member extension, and registration process for qualified family members
	HCTC Program Kit	Publication 4181	Explains the HCTC eligibility requirements and the details of the registration process, includes the monthly program registration form.

Please [contact the HCTC Program](#) with any questions you have about the materials provided or for additional support.